



WINTER WORK AND TRAVEL 2008-2009 JOB OFFER

Participant name:

Overseas Agency:

Company name: Hospitality & Catering Management Services

Company address: 980 N Michigan Ave Suite 1080 Chicago, IL 60611 USA

Contact: Janece Burke, MS, LPC, CADC, NCC/Executive VP

Telephone: 1-800-913-2212 **E-mail:** Janece@hospitalitymail.net **Web site:** www.hcmgmt.com

Host Site: McDonald's (multiple locations)

**HCMS reserves the right to move students based on availability and arrival time of students.*

4570 E Highway 20 Niceville, Florida 32578

12830 Hwy 98 West Miramar Beach, Florida 32550

15017 Hwy 98 West Destin, Florida 32541

711 Hwy 989 E Destin, Florida 32541

16990 Front Beach Road Panama City, Florida 32441 (this store is open 24 hours)

1710 Hwy 77 Panama City, Florida 32444

1805 W. 23rd Street Panama City, Florida 32504

717 Harrison Avenue Panama City, Florida 32401

All students will be placed at one of the McDonald's locations above. Students will be placed upon arrival based on availability of space in accommodations and business needs. If student wishes to stay with a friend(s), they need to make this request known prior to arrival, by emailing: robertr@hospitalitymail.net. HCMS will do their best to accommodate this request, but cannot guarantee it.

Dates of Employment: Start Date: 11/20/2008-12/20/2008 **End Date:** 3/5/2009-3/20/2009.

Student must arrive no later than December 20, 2008 to job site. Student may wait up to 7 days to begin work.

If a student arrives past December 20, they are not guaranteed a job with HCMS. We may be able to offer placement at another HCMS site, and will offer a transfer. HCMS MAY pay for one way travel to new site, but not return travel. Also note, final dates of employment may extend. Check with site supervisor once working for HCMS.

Starting wage: \$8.00 hour

Position/ Job Title: Various positions within a fast food restaurant: Position will be rotational and at the manager's discretion. Students will be taking orders, working in a kitchen, cleaning and serving customers.

Avg. hours per week: 32-40 **Overtime:** available but not guaranteed. Pays time and a half.

Frequency of pay: First paycheck may take up to 3 weeks depending time of arrival, every two weeks thereafter, distributed on Mondays.

Shifts: There will be varying shifts. Earliest will be "opening" shift at 5 am and there will be "closing" shift at 1 am. Some male students will work after 1 am unloading the trucks.

Grooming Standards: Both Genders: No facial or body piercing, long hair must be pulled back. Men: No full beards for, only mustaches and neatly varying "goatees", no earrings.

****It may take up to 7 business days before you begin working and that your location, position, duties and responsibilities may vary during the period of your employment, due to weather conditions and other events out of our control. The job offer could change prior to my program start date. Should your position or conditions of

McDonald's Destin FL (Costa)

employment be changed, we will assist you in finding alternative employment, but HCMS makes no guarantee that it can find a similar job in a similar location.

Dress Code: Students must bring black pants, black belt for pants and must purchase \$20.00 safety shoes upon arrival. Shirts and hats provided. Student must pay for them through paycheck deductions. Shirts \$17.50, aprons \$5.00

Bonus: Meal discounts: there is a limit on the amount, which is \$5 per worked shift and it excludes dollar menu items... and not ALL drinks are free (juices, milk, milk shakes, bottled water, etc are not free). Students can take a test online and if they pass, their meals will be free (still up to \$5 per worked shift).

Is employee housing available: YES

Is Sublease Required: YES Student must sign a minimum 3 month sub lease upon arrival and are responsible for rent for duration of sublease. Any time after sub lease is taken in 2 week increments (rent payment). If student abandons sub lease for any reason, they are still responsible for the rent for complete sub lease and will lose their housing deposit.

Housing Deposit: \$150 refundable, less a \$50 cleaning fee. Participant must sign Conditions of the Work and Travel program.

Cost of Housing: \$75.00 per week. 2-4 per bedroom, 2 to 6 to share bathroom. All utilities with apartment, no linens or kitchen utensils provided. If utilities exceed allotted budget, student will be charged. **Students must pay first months rent, housing deposit and sign Sub-Lease Housing Agreement upon arrival.**

Transportation: Public transportation in most areas, walk, bicycle or if HCMS provides transportation, it will be at the rate of \$5.00/day. Two of the restaurants are located 3 miles from accommodations bikes must be purchased upon arrival for those locations. New bikes with warranty can be purchased under \$80.00.

Policy & Requirements: *Student must read, agree, and sign the “Conditions of the Work and Travel Program” and submit prior to arrival to HCMS. Students should bring \$150 for housing deposit and \$250 toward the first month rent and enough money to cover expenses prior to first paycheck. (May be 1-3 weeks before first paycheck). If student arrives without \$400 for housing, they will be responsible to stay in a hotel until they can make payment and cannot start working until that is done.**

Arrival Procedures:

The student can fly directly into the Pensacola, Florida airport or Fort Walton Beach Airport. Their supervisor, will meet them there and take them to their housing. If they fly into another airport, such as Atlanta, they can take the Greyhound bus to Fort Walton Beach, visit www.greyhound.com for schedules and fares. Student must send full arrival information to info@hospitalitymail.net at least 14 days prior to arrival. Student must arrive during working hours on week days or they are responsible to stay in a hotel until the next working day, for pick up.

Supervisor: Robert Ryjewski, 1-678-516-3074 robertr@hospitalitymail.net .

HCMS office: 1-800-913-2212, info@hospitalitymail.net

Note to Employer:

By completing and signing this form you are agreeing to hire the above international student on a temporary basis for the duration of time indicated above. The above-named student is participating in the Work and Travel Program. All information provided must be complete and accurate, providing false information is a violation of the Department of State Exchange Visitor Program regulations.

Employer Name

Signature

Date

Participant agreement to terms of employment:

I accept to the above job offer and the terms of employment. I understand that the conditions of my employment may change based on the needs of my employer and any other unavoidable circumstances.

Participant Name

Signature

Date

McDonald's Destin FL (Costa)